Departmental Quarterly Performance Report

Miami-Dade Housing Agency

Reporting Period:
FY 2003-04
2nd Quarter
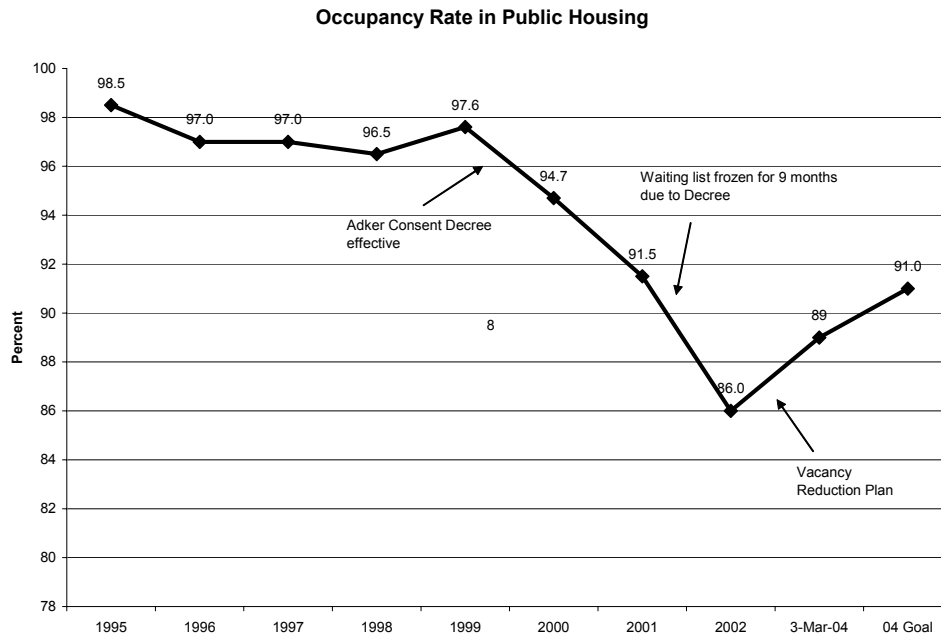
MAJOR PERFORMANCE INITIATVES

County Mgr. Priority (Bold One): *People* **Service** *Technology* *Fiscal Responsibility*

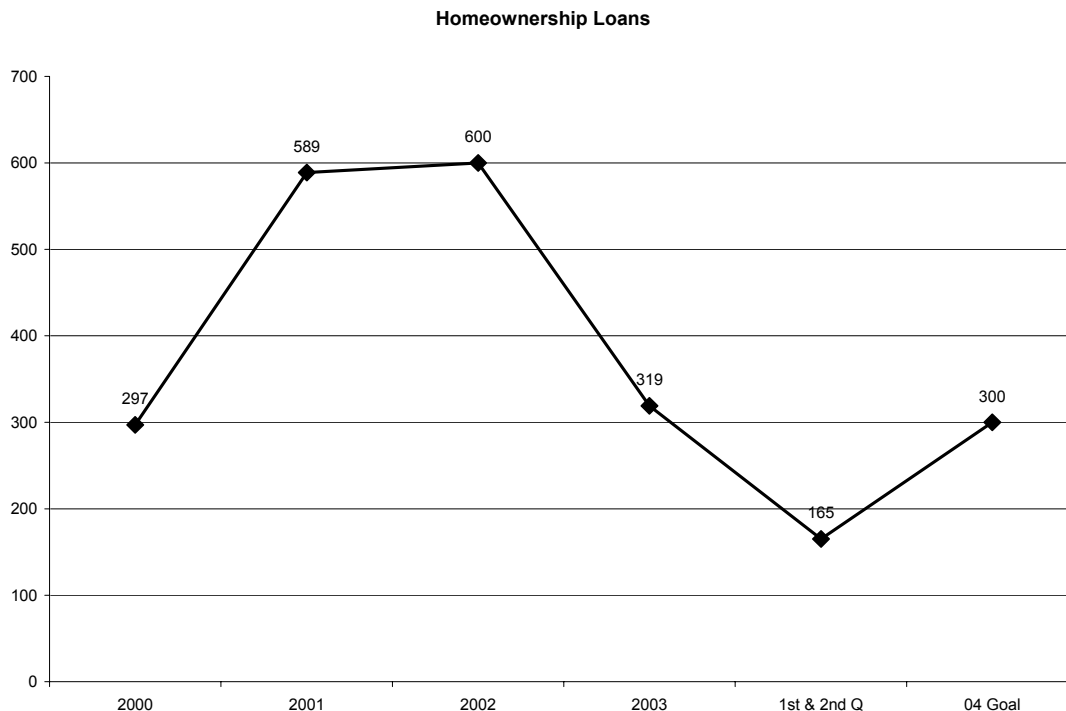Achieve a 90% occupancy rate in public housing

Occupancy Rate in Public Housing

_x_ *Strategic Plan*	
_x_ *Business Plan*	
__ *Budgeted Priorities*	
_x_ *Customer Service*	
__ *ECC Project*	
__ *Workforce Dev.*	
__ *Audit Response*	
__ *Other_____*	
(Describe)	

County Mgr. Priority (Bold One): *People* **Service** *Technology* *Fiscal Responsibility*

Issued 85 home ownership loans valued at $2.99 million, 26 home rehabilitation loans valued at $496,000 through the affordable housing program from January 2004 through March 2004.

Homeownership Loans

_x_ *Strategic Plan*	
_x_ *Business Plan*	
__ *Budgeted Priorities*	
_x_ *Customer Service*	
__ *ECC Project*	
__ *Workforce Dev.*	
__ *Audit Response*	
__ *Other_____*	
(Describe)	

County Mgr. Priority (Bold One): *People   **Service**   Technology   Fiscal Responsibility*

Achieve a 97% lease-up rate in Private Rental Housing

Section 8 Average Lease-up Rate

			Strategic Plan
	x		Strategic Plan

_x_ *Strategic Plan*
_x_ *Business Plan*
__ *Budgeted Priorities*
_x_ *Customer Service*
_x_ *ECC Project*
__ *Workforce Dev.*
__ *Audit Response*
__ *Other_____*
(Describe)

County Mgr. Priority (Bold One): *People   **Service**   Technology   Fiscal Responsibility*

The Scott-Carver HOPE VI project is 87% vacated with 71% of residents using Section 8 vouchers for relocation; Section 1 demolition is 95% complete; demolition of Sector IV and Carver homes to commence soon. Site work plans for Sector I are being processed for permitting; bid documents are ready and plans for single family homes for Sector 1 are 70% complete. Final plat is in last stage of approval.

__ *Strategic Plan*
_x_ *Business Plan*
__ *Budgeted Priorities*
_x_ *Customer Service*
__ *ECC Project*
__ *Workforce Dev.*
__ *Audit Response*
__ *Other_____*
(Describe)

County Mgr. Priority (Bold One): ***People***   *Service   Technology   Fiscal Responsibility*

The Beautification Program in the HOPE VI target area continues to be successful with the second phase underway. To date 471 homes have been beautified and 38 small contractors have been certified. Developers in the award winning Infill Program are being encouraged to use these newly certified contractors in the construction of new homes.

__ *Strategic Plan*
_x_ *Business Plan*
__ *Budgeted Priorities*
_x_ *Customer Service*
__ *Workforce Dev.*
__ *ECC Project*
__ *Audit Response*
__ *Other_____*
(Describe)

County Mgr. Priority (Bold One): ***People***   *Service   Technology   Fiscal Responsibility*

Reviewed 18 lots with 8 approved for in-fill; 56 lots were sold to private developers and 19 lots were conveyed to not-for-profit organizations.

__ *Strategic Plan*
_x_ *Business Plan*
__ *Budgeted Priorities*
_x_ *Customer Service*
__ *Workforce Dev.*
__ *ECC Project*
__ *Audit Response*
__ *Other_____*
(Describe)

PERSONNEL SUMMARY

A. *Filled/Vacancy Report*

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	714	758	712	46	715	43				

Notes:

B. *Key Vacancies*
One key position is vacant but recruitment is on hold pending an organizational review. May need waiver to hire key management position in operating division.

C. *Turnover Issues*
Turnover is normal.

D. *Skill/Hiring Issues*
Issue of use of CTAs pending resolution. MDHA has 59 CTAs; if contract is not renewed, terminating these CTAs and rehiring as county part-time positions will have a short-term negative effect on vacancy reduction.

E. *Part-time, Temporary and Seasonal Personnel*
Part-time: Current Budget: 120 with accelerated vacancy reduction teams; filled 99. Part-time positions will be reduced during the next fiscal year. Part-time positions were intended to be cut from the budget due to financial reasons, but during the budget hearings in September 03, monies were identified to keep 47 part-timers from losing their jobs.

Temporary Personnel: 59, a reduction of 10 personnel from earlier in the year.

STATEMENT OF PROJECTION AND OUTLOOK

This is the first year in over a decade that MDHA does not have funding for police and major social services, which were lost due to the termination of the federal DEG program. Vacancies in public housing continue to be high due to the challenges of implementing the Adker Consent Decree, but the BCC just approved a new procedure for filling vacancies. Occupancy should increase before the next quarter. With loan and other one time revenue, MDHA financial situation should be in balance at the end of the year.

Notes and Issues: None.

FINANCIAL SUMMARY

(All Dollars in Thousands)

| | PRIOR YEAR | CURRENT FISCAL YEAR 2003-04 | | | | | | |
| | | | 2nd Quarter | | Year-to-date | | | |
	Actual	Total Annual Budget	Budget	Actual	Budget	Actual	$ Variance	% of Annual Budget
Revenues								
♦ **Surtax**	$37,845	$52,299	$16,825	$14,716	$28,650	$29,838	($1,188)	57
♦ **SHIP**	22,099	14,530	8,883	3,946	10,765	30,457	(19,692)	210
♦ **Section 8**	131,002	117,699	29,425	30,643	58,850	62,725	(3,875)	53
♦ **Housing**	67,305	59,383	14,846	16,292	29,692	27,848	1,8444	47
♦ **Other**	3,645	3,451	863	1,032	1,726	1,655	71	48
Total	$261,896	$247,362	$70,842	$66,629	$129,683	$152,523	($22,840)	62
Expense								
Personnel	$42,517	$43,781	$10,945	$11,523	$21,891	$21,296	$595	49
Operating	175,253	201,326	50,332	44,002	100,663	83,832	16,831	42
Capital	2,737	2,255	564	465	1,128	550	578	24
Total	$220,507	$247,362	$61,841	$55,990	$123,682	$105,678	$18,004	43

Equity in pooled cash (for proprietary funds only)

| Fund/ Subfund | Prior Year | Projected at Year-end as of | | | |
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
Surtax	$12,174	$3,000	$13,136		
SHIP	17,234	5,000	21,520		
Total	$29,408	$8,000	$34,656		

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

_____   Date_____
Signature
Department Director